



Chicago Metropolitan Agency for Planning

Agenda Item No. 3.0

233 South Wacker Drive
Suite 800
Chicago, Illinois 60606

312 454 0400
www.cmap.illinois.gov

Local Coordinating Committee

Minutes

Wednesday August 10, 2011

Cook County Conference Room
233 S. Wacker Drive, Suite 800
Chicago, Illinois

Committee Members

Present:

Elliott Hartstein (Village of Buffalo Grove-CMAP Board)
Chair, Mark Avery (DuPage County-Land Use Cmte.), Alan
Bennett (Village of Elmwood Park -CMAP Board), Lenore Beyer-
Clow (Openlands-Environment Natural Resources Cmte.), Susan
Campbell (University of Chicago-CMAP Board), Nancy Firfer
(MPC-Housing Cmte.), Ngoan Le (Chicago Community Trust-
Human and Community Development Cmte.), Marilyn Michelini
(Village of Montgomery-CMAP Board), Leanne Redden (RTA-
Transportation Cmte.), Rick Reinbold (Village of Richton Park -
CMAP Board), and Dan Shea (Algonquin Township-CMAP
Board)

Members Absent:

Raul Raymundo (Resurrection Project-CMAP Board)

Others Present:

Mike Albin-DMMC, Bruce Carmitchel-IDOT, Jason Ciavarella-
RTA, David Kralik-Metra, Tam Kutzmark-DMMC, Chris Staron-
NWMC, Jan Ward-Kane County Council of Mayors, Mike
Walczak-NWMC

Staff Present:

Randy Blankenhorn, Ylda Capriccioso, Bob Dean, Jill Leary, Pete
Saunders, Joey Silberhorn, Jessica Simoncelli, Kendra Smith,
Gordon Smith

1.0 Call to Order

8:00 a.m.

Elliott Hartstein, Chair called the meeting to order just after 8:00 a.m.

2.0 Agenda Changes and Announcements

There were no agenda changes or announcements.

3.0 Approval of Minutes – June 8, 2011

A motion to approve the minutes of the June 8, 2011 meeting, as presented, made by Dan Shea, was seconded by Marilyn Michelini and with all in favor, carried.

4.0 Community Planning Program Grants

Bob Dean asked for the committee to approve the staff recommendation to the CMAP Board to fund 8 out of 10 projects submitted. Alan Bennett asked whether providing grants to the two projects which were within the existing Local Technical Assistance (LTA) program would allow for other projects to be pursued by the LTA program, and Mr. Dean stated that it would. A motion to approve, made by Leanne Redden, was seconded by Rick Reinbold and with all in favor, carried.

5.0 Public Engagement for Local Technical Assistance Projects

CMAP Staff member Jessica Simoncelli gave an overview of the public engagement efforts for the LTA program. She stated that 14 of the 25 active projects have launched a community engagement process. The framework is in line with the previous work done during the community involvement phase of GO TO 2040, and includes encouraging broad based involvement, reaching out to underrepresented population, and working closely with partner organizations. The strategies are being tailored to the specific communities and their needs, utilizing three stages – outreach, engagement and sustainability. Ms. Simoncelli highlighted several projects that utilized the three stages, such as the sub-area plan for the Fairmont area, where the outreach included door to door canvassing; Park Forest's sustainability plan, where the workshops were tailored for the audience, and included a youth workshop and a general public workshop; Joliet's site development plan, which is working with young leaders to get young people involved in the process and beyond. Some of the other tools and methods being utilized are addressing logistical and language barriers, creating action steps that the community can take and the MetroQuest tool.

Committee members asked several questions regarding the web-based MetroQuest tool, including whether there is a mobile version of the tool and whether it could be customized to specific projects; staff confirmed that the tool was available in several formats and could be customized. Ngoan Le stated that the Human and Community Development working committee was focusing significant effort on public engagement, and complimented CMAP staff for creating a set of strategies that can be used to demonstrate best practices in this field.

6.0 Future Grants and Procurements

Bob Dean described the two different types of grants that staff proposes to use to supplement staff assistance for the LTA program. The first approach is to provide funding to project sponsors to hire outside consultants. The second approach is to bring in external groups to fill gaps on projects where CMAP would be the lead, selecting these groups through RFPs and procurements.

Committee members commented that receiving staff assistance rather than grants probably led to a better understanding of CMAP and its mission, and emphasized that CMAP staff should be actively involved with communities receiving grants. The Committee also noted that there was better opportunity for capacity building, a focus of the LTA program, in providing staff assistance rather than grants. Mr. Dean agreed with these statements and added that grants were more appropriate to provide to larger communities which already had professional staff and less need for capacity building.

7.0 Schedule for Future Applications

Bob Dean described what future application processes may look like for the LTA program. CMAP's proposal was based around consideration of applicant schedules, consolidation of the applications so that municipalities could apply for a smaller number of programs, cost of staff time to CMAP, coordination with other agencies, and the benefits of scheduling regular application processes. For fall 2011, CMAP will focus on the Ike Planning Program grant through DCEO, either administering the program or assisting communities to apply directly to DCEO. CMAP will also continue to work with the RTA to help line up application processes. A full application process was proposed for spring 2012.

Committee members raised concerns about making sure that money from the State, if promised to programs, is actually received. The Committee also discussed the alignment of the application process with municipal budget cycles.

8.0 Local Technical Assistance Program Update

Bob Dean gave the committee an update on the active LTA projects and asked for any specific questions to be directed to him.

9.0 Other Business

10.0 Public Comment

Tam Kutzmark, DuPage Mayors and Managers Conference, asked what CMAP has learned from the CMAQ processes. Bob Dean replied that using a GO TO 2040 focused approach has worked so far, and that the Regional Coordinating Committee has been addressing CMAQ.

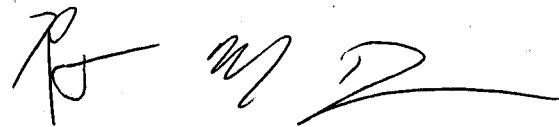
11.0 Next Meeting

The Local Coordinating Committee is scheduled to meet on November 9, 2011.

12.0 Adjournment

At 9:17 a.m., a motion to adjourn made by Mayor Marilyn Michelini was seconded by Dan Shea. All in favor, the motion carried.

Respectfully submitted,

A handwritten signature consisting of stylized initials "JLS" followed by a surname.

08-21-2011

/jls

Approved as presented by unanimous vote November 9, 2011